Navy Enlisted Classification (NEC) Tutorial

PERS-4013 Authority & Responsibilities

- PERS-4013 NEC Management section is responsible for the award/removal/correction of NECs for active duty USN, USNR (FTS) and USNR (SELRES) personnel, outside of the Corporate Enterprise Training Activity Reporting System (CeTARS).

- PERS-40's NEOCS representative – review of all NEC addition/deletion/change requests for the NEC manual

NEC Manual Examples

NAVPERS 18068F Vol II - distributed by NAVMAC – updated quarterly

STG-0415 AN/SQQ-89(V) 2/3/4/6/7/8/9/12 Passive Sonar Level II Technician/Operator

Performs organizational level maintenance on and operates sonar subsystems including; Integrated AN/SQR-19(V) Towed Array and AN/SQQ-28(V) Sonobouy Sensors, AN/UYQ-25A(V)2, AN/BQH-7A Oceanographic Data System, AN/SLQ-25A (NIXIE) and the AN/SQQ-89(V) OBT(V)-T. Identify acoustic signatures to source. Operates the following subsystems: AN/SQS-56 or AN/SQS-53B or AN/SQS-53C or AN/SQS-53D sonar and AN/UYQ-25A or AN/UYQ-25B.

Source Rating: STG | **Billet Paygrades: E4-E8** | **Personnel Paygrades: E3-E8**
Course: Mandatory | **CIN: K-130-1135 (P/L)** | **CDP: 235N**
K-130-1123 | **0612**
Sequence Code: 5 | **NR Ind: N**
Component NEC: 0406 or 0411 | **Related NEC:** | **Open to Women: Yes**
Primary Advisor: CNO N865 | **Technical Advisor: NAVSEA 05 (PMS-411)** | **ECM: BUPERS-32**

NOTE: Personnel who previously completed CIN: K-130-1123 or K-130-0272 are eligible to be awarded NEC STG-0415.

8319 P-3 Systems Organizational Career Maintenance Technician

Performs organizational level maintenance on the P-3 aircraft.

Source Rating: AO, AME | **Billet Paygrades: E3-E7** | **Personnel Paygrades: E3-E7**
Source Rating: AD, AE, AM, AT | **Billet Paygrades: E5-E7** | **Personnel Paygrades: E4-E7**
Course: Mandatory | **CIN: C-102-9587 (P/L) (AT)** | **CDP: 458T, 486F (AT)**

Sequence Code: 4 | **NR Ind: A**
Component NEC: 8819 (See Note 2) | **Related NEC:** | **Open to Women: Yes**
Primary Advisor: CNO N889 | **Technical Advisor: NAVAIR** | **ECM: BUPERS-32**

NOTES: 1. Personnel in paygrades E1 through E4 who were previously trained and awarded NEC 8319 are authorized to retain this NEC. No new awards of this NEC will be made to E-3 and below personnel. Does not apply to AME and AO personnel.
2. Component NEC not required for AME and AO personnel

NEC Code Relationships

- Principal NECs
  - Identify stand alone skills and may include skills or abilities identified by a Component NEC(s)
- Component NECs
  - prerequisite qualifications for assignment of the Principal NEC
  - removed from inventory upon award of a Principal NEC.

- PERS-4013 will not re-award a component NEC if the principal NEC is already held by the member

NEC Awards via Schoolhouse

- NECs earned via a schoolhouse are generally submitted into CeTARs and further transferred to:
  - Electronic Training Jacket in FLTMPS
  - Joint Smart transcript (JST)
  - Navy Enlisted System (NES) (which updates NSIPS)
- If the NEC accurately reflects in NES, NES will update CMS-ID/BBD
- If NEC does not reflect properly, contact PERS-4013 to attempt to adjudicate the NEC award

NEC Additions

- Must be submitted utilizing NAVPERS 1221/6
- May require supporting documentation
- Authority to certify the routine award of NECs may be delegated by the Commanding Officer or OIC
- May require ECM concurrence

NEC Removals

- Must be submitted utilizing NAVPERS 1221/6
- May require supporting documentation
- MUST be signed by the Commanding Officer or OIC if it affects pay and allowances
- May require ECM concurrence

NEC Waivers

- Requests to waive the requirements of an NEC must be submitted via the NAVPERS 1221/6
  - "Waiver Request" should be specifically indicated
- May require ECM concurrence
- Requirement for rate or rating cannot be waived
- Pre-requisites for the NEC may be waived in some instances

NEC Verification

- Review DNEC assignments in Billet Based Distribution (BBD) as part of the Enlisted Distribution Verification Process at least monthly
- Review all orders for prospective gains to identify any DNEC/NEC mismatches (see EDVP Tutorial and BBD User's Guide for "how to correct" info)
- Track OJT awardable NECs
  - Submit NAVPERS 1221/6 when member is eligible
- Ensure personnel re-certify for NEC(s)
  - If member does not re-certify, submit NAVPERS 1221/6 to remove NEC/DNEC
- Recommend qualified personnel for NECs via waiver request
- Coordinate DNEC changes with your Command Placement Coordinator

NEC Management website

- http://www.npc.navy.mil/enlisted/
  - Select “Placement Management” then “NEC information”
- NEC Change Request form (NAVPERS 1221/6) available for download
- Link to current NEC Manual (Updated Quarterly)

- NAMTS NEC Information: https://navsea.portal.navy.mil/field/CNRMC/NAMTS/jgrlib.aspx
  - These NECs are ONLY awarded via a qualifying site.

Contacts

✉**MILL_NEC_REQUEST@navy.mil**

☎ **(901) 874-4465/4475/4571 DSN 882-4465/4475/4571**

☎ **FAX: (901) 874-2027 DSN 882-2027 – Do not fax PII**